

*Town of Lamoine*  
***Application for Site Plan Review***

Owner of Record		Address	
Applicant		Address	
Project Name		Map/Lot	
Surveyor/Architect/ Engineer's Name		Reg. Number	

In accordance with the Site Plan Review Ordinance, please submit the following information as part of this application.

1. A fully executed and signed original and nine copies of the application for site plan review.
2. The site plan (drawings) shall consist of one or more reproducible, stable base transparent originals at a scale of not less than 1" = 50' to be filed at the town office. Space shall be provided on the development plan for the signatures of the board and date.
3. General Information
  - a. Name of owner of record and address and applicant's name and address, if different;
  - b. The name of the proposed development, if applicable;
  - c. Names and addresses of all owners of property within 500 feet of the property line of the site with assessor's (tax) map and lot number of those properties;
  - d. The assessor's (tax) map and lot number of the parcel or parcels composing the site;
  - e. A copy of the deed to the property, option to purchase the property or other documentation to demonstrate right, title or interest in the property on the part of the applicant and status of property tax payment.
  - f. The name and registration number of the land surveyor, architect, engineer, and/or similar professional(s), if any, who prepared the plan.
4. Existing Conditions
  - a. Zoning classification(s) (including shoreland) of the property and the location of zoning district boundaries if the property is located

in two or more zoning districts or abuts a different district;

- b. The bearings and distances of all property lines of the property to be developed and the source of this information;
  - c. Location and size of any existing sewer and water systems, culverts and drains, fire hydrants or pond, adjacent to property to be developed and of any that will serve the development from abutting roads or land;
  - d. Location, names and widths of existing roads and rights-of-way within or adjacent to the proposed development;
  - e. The location of open drainage courses, wetlands, stonewalls, graveyards, fences, stands of trees, and other important or unique natural areas and site features, including but not limited to, floodplains, deer wintering areas, significant wildlife habitats, scenic areas, habitat for rare and endangered plants and animals, unique natural communities and natural areas, sand and gravel aquifers, and historic and/or archaeological resources, together with a description of such features.
  - f. The location, dimensions and ground floor elevation of all existing building on the site.
  - g. Topographical contours and the direction of existing surface water drainage across the site; and
  - h. If any portion of the property is in the 100-year floodplain, its elevation shall be delineated on the plan or provide a FEMA floodplain map.
5. Proposed Development Activity
- a. Descriptions of all proposed uses of the development including specific uses of all structure to be built, converted or expanded.
  - b. The location and dimensions of all proposed buildings and structures.
  - c. The size, location, direction, and intensity of illumination of all outdoor lighting.
  - d. All existing and proposed setback dimensions.
  - e. Proposed landscaping and/or buffering.

- f. When subsurface sewage disposal is proposed, an on-site soils investigation report by a Maine Department of Human Services licensed site evaluator. The report shall identify the classification of soils, location of all test pits, and proposed location
  - g. The type of water supply to be used.
  - h. The type, size, and location of all waste disposal or incineration devices.
  - i. The type, size and location of all machinery or equipment likely to generate appreciable noise at the lot lines.
  - j. The amount and type of any raw, finished or waste materials to be stored outside of roofed buildings, including their physical and chemical properties, if appropriate.
  - k. A schedule of construction including anticipated beginning and completion dates.
  - l. A description of how special features identified in subsection 4.e. will be maintained or impacts upon them minimized.
  - m. The existing and proposed method of handling storm water run-offs.
6. Additional Information. The planning board may require the following when it finds that the information required in Sections I.3 to I.5 is not sufficient, to determine that the standards in Section J. can be met.
- a. A high intensity soils report prepared by a soil scientist certified in the State of Maine.
  - b. A storm water management and erosion control plan showing:
    - i) The direction of flow of the run-off through the use of arrows.
    - ii) The location, elevation, and size of all catch basins, dry wells, drainage ditches, swales, retention basins, and storm sewers.
    - iii) Engineering calculations used to determine drainage requirements based upon the 25-year 24-hour storm frequency, if the project will significantly alter the existing drainage pattern due to such factors as the amount of new

impervious surfaces (such as paving and building area) being proposed.

- c. A hydrogeologic assessment prepared by a ground water hydrologist/geologist for projects involving common on-site water supply or on-site sewage disposal of 2,000 or more gallons per day.
- d. A utility plan showing, in addition to provisions for water supply and waste water disposal, the location and nature of electrical, telephone and any other utility services to be installed on the site.
- e. A landscaping plan.
- f. The location, width, typical cross-section, grades and profiles of all proposed roads and sidewalks.
- g. Cost of the proposed development and evidence of financial capacity to complete it. This evidence should be in the form of a letter from a bank or other source of financing indicating the name of the project, amount of financing proposed, and interest in financing the project.
- h. An estimate of the number of trips per day associated with the proposed development.

7. The appropriate fee must accompany this application.

This application must be submitted to the Lamoine Planning Board, 606 Douglas Highway, Lamoine, ME 04605 at least 10-days before the Board is to consider it at a regularly scheduled meeting.

### **Signature Section**

By signing this, I maintain that the information provided to the Lamoine Planning Board is true and accurate to the best of my knowledge. I understand this is a application and will be informally discussed at a Lamoine Planning Board meeting and it is a public document.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

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For Planning Board Use Only

Date Received by Town Office	
Date Mailed to Planning Board	
Date Scheduled for Initial Review	
Date of completeness determination	
Date abutting landowners were notified	
Date scheduled for application hearing	
Fee Amount Due	
Date Fee was paid to town treasurer	
Final Action	
Conditions – list below	

\_\_\_\_\_  
*Signature of Planning Board Chair*

\_\_\_\_\_  
*Date*